

INTRODUCTION MESSAGE

Exterior signage, whether it is ground-mounted or building-mounted, is generally a highly visible, valuable asset to a business and often remains in place for many years. For these reasons signage must be carefully planned, constructed and installed per the sign regulations as established for the City of Fairfax. The purpose of this guide is to familiarize you with these regulations. The guide is not intended to replace the actual zoning regulations which will always take precedence over this guide.

Please review the regulations that border each page of this guide. These are regulations that apply to ANY PERMANENT sign that is erected in the City of Fairfax. These regulations are also listed below:

Applies to Any Permanent Sign:

- * Has to be located entirely on the same lot as the business is located.
- * Cannot obstruct any vehicle or pedestrian pathway or passageway.
- * Cannot be located in any public right-of-way.
- * Building-mounted signs cannot extend beyond building edge, canopy border or above roof line.
- * Projecting signs cannot project more than four(4) feet from building to which attached.
- * Wall signs cannot extend more than 12" from the wall to which attached.
- * Ground-mounted signs are only allowed on lots with at least 100 feet of road frontage unless otherwise specified by City Code.
- * The maximum size and required setback for ground-mounted signs are dependent on the classification of the street the sign will face (Arterial, Collector or Local).
- * Sign lighting cannot cause glare on any other building or land.
- Signs are not allowed to be illuminated if located within 100 feet of a residential district.
- * Signs greater than six(6) feet in height and located within 300 feet of a residential district cannot be illuminated between 10:00 p.m. and 6:00 a.m.
- * Any external lighting of a sign must shine toward the sign and be shielded to light the sign face only.

This guide is presented by the Community Development and Planning Department—Zoning Division Located at 10455 Armstrong Street, Fairfax, VA 22030— Annex Room 207 Phone: 703-385-7820 / Fax: 703-385-7824 / Website: www.fairfaxva.gov

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Applies to All Signs:

Has to be located entirely on the same lot as the business is

Cannot Obstruct any pathway or passageway.

Cannot be located in any Public Right-of-Way

Building mounted signs cannot extend above building edge, canopy border or roof line.

Projecting signs cannot project more than 4 feet from building they are attached to.

Wall signs cannot extend more than 12" from the wall they are attached to.

Ground-mounted signs are only allowed on lots with at least 100 feet of road frontage unless otherwise specified by City Code

Signage for a Shopping Center

To be defined as a shopping center:

- The center must be developed on one or more acres of land.
- The center must contain two or more commercial businesses.
- Businesses in the center must be primarily retail businesses.
- The center is owned, planned, designed, developed and managed as a group
 of commercial businesses even when the businesses are not located on the same lot.

Center Identification Signage:

- Only allowed for Shopping Centers that have a minimum of 150 feet of street frontage.
- Allowed one(1) Ground-mounted <u>OR</u> one(1) Building-mounted Sign.
- Purpose is to identify the name of the center. The building-mounted or ground-mounted sign cannot be used to identify any of the individual businesses located in shopping center.
- Size of sign cannot exceed 0.5 square feet for each linear foot of building frontage.
- Maximum size allowed for the Center Identification Sign is 50 square feet.
- <u>If</u> the shopping center is new or renovated, the signage is required to have Board of Architectural Review approval.
- <u>If</u> the shopping center is located in the Historic or Transition Districts (see attached map on page 13), the signage is required to have Board of Architectural Review approval.

Tenant Signage (includes individual business in a detached building):

- Must be a building-mounted sign.
- Sign must be mounted on the side of the building where the tenant's public entrance is located.
- Signs for <u>Retail and Personal Service</u> businesses cannot exceed 1.5 square feet for each linear
 foot of building frontage on which the sign is to be attached with a maximum size of 150
 square feet per tenant.
- All <u>other businesses</u> cannot exceed one(1) square feet for each linear foot of building frontage on which the sign is to be attached with a maximum size of 100 square feet per tenant.
- If the shopping center is new or renovated, the signage is required to have Board of Architectural Review approval.
- If the shopping center is located in the Historic or Transition Districts (see attached map on page 13), the signage is required to have Board of Architectural Review approval.

WHERE CAN A GROUND-MOUNTED SHOPPING CENTER IDENTIFICATION SIGN BE LOCATED? The location of a Ground-mounted sign is based on the street the center is located on:

<u>Located on Arterial Street (Chain Bridge Rd, Fairfax Blvd, Pt of Jermantown Rd, Main St, North St, Pickett Rd, Lee Hwy)</u>

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 50 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

<u>Located on Collector Street (Eaton Pl, George Mason Blvd, Pt of Jermantown Rd, Judicial Dr, Kenmore Dr, Layton Hall Dr, Old Lee Hwy, Old Pickett Rd, University Dr,)</u>

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 35 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Located on Local Street (All other roads not listed above)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 25 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Signage for an Office or Industrial Center

To be defined as an Office Center:

- The center must be developed on one or more acres of land.
- The center must contain two or more separate commercial buildings.
- Businesses in the center must be primarily office uses.
- The center is planned, designed, developed and managed as a group of commercial businesses even when the businesses are not located on the same lot.
- Must provide on-site parking adequate for the types and sizes of the businesses in the center.

To be defined as an Industrial Center:

- The center must be developed on one or more acres of land.
- The center must contain two or more separate commercial buildings.
- Businesses in the center must be primarily industrial uses.
- The center is planned, designed, developed and managed as a group
 of commercial businesses even when the businesses are not located on the same lot.
- Must provide on-site parking adequate for the types and sizes of the businesses in the center.

Center Identification Signage:

- Only allowed for Office or Industrial Centers that have a minimum of 150 feet of street frontage.
- Allowed one(1) Ground-mounted Sign.
- Purpose is to identify the name of the center. The building-mounted or ground-mounted sign cannot be used to identify any of the individual businesses located in office/industrial center.
- Maximum size allowed for the Center Identification Sign is 40 square feet.

Building Identification Signage:

- Only allowed for office/industrial centers that are two or more acres in size.
- Allowed 1 Ground-mounted Sign for each detached principal building.
- Purpose is to identify the name of the building or principal tenant of the building.
- Tenant address, company logo or any combination must be placed on the building frontage.
- If the detached building faces a parking area, the wall facing the parking are is deemed the building frontage.
- Maximum size allowed for the Building Identification Sign is 20 square feet.

Building Directory Signage:

- Allowed one(1) Building-mounted Sign for each detached multi-tenant office or industrial building.
- Purpose is to identify the names and locations of tenants of the building.
- Maximum size allowed for the Building Directory Sign is 20 square feet.

-- OR --

- Allowed one(1) Ground-mounted Sign for each detached principal building for office/industrial
 centers that are two or more acres in size.
- Maximum size allowed for the Ground-mounted Directory Sign is 20 square feet.
 THIS GROUND-MOUNTED SIGNAGE IS ONLY ALLOWED IF THERE IS NO OTHER
 GROUND-MOUNTED SIGNAGE FOR THE SAME DETACHED BUILDING OR ON THE
 SAME STREET FRONTAGE.
- All Attached Multitenant office or industrial buildings shall be permitted one(1) buildingmounted directory sign not to exceed four(4) square feet for the purpose of identifying the names and locations of tenants in the building.

Tenant Signage:

- Must be a Building-mounted sign.
- The maximum amount of Building-mounted signage allowed is 0.25 square feet for each linear foot of building frontage.
- All tenants in the building SHARE this maximum Building-mounted signage.
- Tenant signage can be increased to 1.5 square feet for each linear foot of building frontage with an approved MASTER SIGN PLAN, however, the Maximum size allowed for any one tenant sign is 50 square feet (even with Master Sign Plan).
- Sign can be placed on any wall of the building (is not limited to where the tenant's public entrance is located), however, No sign is allowed to be located more than 3½ feet above the finished floor level of a second story.



Applies to All Signs:

Ground-mounted signs are set back based on the type of street they are placed on (Arterial, Collector or Local).

Sign lighting cannot cause glare on any other building or land.

Signs are not allowed to be illuminated if they are located within 100 feet of an residential district.

Signs greater than 6 feet in height and located within 300 feet of a residential district cannot be illuminated between 10:00p.m. and 6:00 a.m.

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Has to be located entirely on the same lot as the business is

Cannot Obstruct any pathway or passageway.

Cannot be located in any Public Right-of-Way

Building-mounted signs cannot extend above building edge, canopy border or roof line.

Projecting signs cannot project more than 4 feet from building they are attached to.

Wall signs cannot extend more than 12" from the wall they are attached to.

Ground-mounted signs are only allowed on lots with at least 100 feet of road frontage unless otherwise specified by City Code

Signage for an Office or Industrial Center (cont'd)

WHERE CAN A GROUND-MOUNTED CENTER IDENTIFICATION SIGN BE LOCATED? The location of a Ground-mounted sign is based on the street the center is located on:

Located on Arterial Street (Chain Bridge Rd, Fairfax Blvd, Pt of Jermantown Rd, Main St, North St, Pickett Rd, Lee Hwy)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 50 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Located on Collector Street (Eaton Pl, George Mason Blvd, Pt of Jermantown Rd, Judicial Dr, Kenmore Dr, Layton Hall Dr, Old Lee Hwy, Old Pickett Rd, University Dr,)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 35 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Located on Local Street (All other roads not listed above)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 25 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Signage for an Individual MultiTenant Commercial or Industrial Building on a Single Lot

To be defined as a Individual MultiTenant Commercial or Industrial Building on a Single Lot:

- Must be one(1) stand-alone building that contains two(2) or more separate commercial or industrial uses.
- The building must be located on a separate piece or parcel of land.

Building Identification Signage:

- Allowed one(1) Ground-mounted <u>OR</u> one(1) Building-mounted Sign.
- Purpose is to identify the name of the building or principal tenant of the building.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage.
- Maximum size allowed for the Building Identification Sign is 50 square feet.

Building Directory Signage:

- Allowed one(1) Building-mounted Sign for each individual multi-tenant office or industrial
- Purpose is to identify the names and locations of tenants of the building.
- Maximum size allowed for the Building Directory Sign is 20 square feet.

-- OR --

- Allowed 1 Ground-mounted Sign for each individual multi-tenant office or industrial building.
- Maximum size allowed for the Ground-mounted Directory Sign is 20 square feet.
- THIS GROUND-MOUNTED SIGNAGE IS ONLY ALLOWED IF THERE IS NO OTHER GROUND-MOUNTED SIGNAGE FOR THE SAME BUILDING OR ON THE SAME STREET FRONTAGE.

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Signage for an Individual MultiTenant Commercial or Industrial Building on a Single Lot (Cont'd)

Tenant Signage:

- Must be a Building-mounted sign.
- The maximum amount of Building-mounted signage allowed is 0.50 square feet for each linear foot of building frontage.
- All tenants in the building SHARE this maximum Building-mounted signage.
- Tenant signage can be increased to 1.5 square feet for each linear foot of building frontage with an approved MASTER SIGN PLAN, however, the Maximum size allowed for any one tenant sign is 50 square feet (even with Master Sign Plan).
- Sign can be placed on any wall of the building (is not limited to where the tenant's public entrance is located), however, No sign is allowed to be located more than 3½ feet above the finished floor level of a second story.

WHERE CAN A GROUND-MOUNTED BUILDING IDENTIFICATION SIGN BE LOCATED? The location of a Ground-mounted sign is based on the street the center is located on:

Located on Arterial Street (Chain Bridge Rd, Fairfax Blvd, Pt of Jermantown Rd, Main St, North St, Pickett Rd, Lee Hwy)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 50 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Located on Collector Street (Eaton Pl, George Mason Blvd, Pt of Jermantown Rd, Judicial Dr, Kenmore Dr, Layton Hall Dr, Old Lee Hwy, Old Pickett Rd, University Dr)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 35 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Located on Local Street (All other roads not listed above)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 25 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Window Signage

- Allowed in the C, CPD and I Districts.
- The total area of window signage cannot exceed 50% of the Maximum amount of Buildingmounted signage allowed for the business/tenant.
- All tenants in the building SHARE this maximum Building-mounted signage.
- Cannot take up more than 25% of the area of a single window pane in which the sign is located.

Bonus For Master Sign Plan

- Bonus Does Not apply to signage located in the Old or Historic District.
- Applies to Shopping Centers and MultiTenant Commercial Buildings Only.
- Allows for Additional square footage for signage. Contact the Zoning Office for further information about a Master Sign Plan.



Applies to All Signs:

Ground-mounted signs are set back based on the type of street they are placed on (Arterial, Collector or Local).

Sign lighting cannot cause glare on any other building or land.

Signs are not allowed to be illuminated if they are located within 100 feet of an residential district.

Signs greater than 6 feet in height and located within 300 feet of a residential district cannot be illuminated between 10:00 p.m. and 6:00 a.m.

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Has to be located entirely on the same lot as the business is located.

Cannot Obstruct any pathway or passageway.

Cannot be located in any Public Right-of-Way

Building-mounted signs cannot extend above building edge, canopy border or roof line.

Projecting signs cannot project more than 4 feet from building they are attached to.

Wall signs cannot extend more than 12" from the wall they are attached to.

Ground-mounted signs are only allowed on lots with at least 100 feet of road frontage unless otherwise specified by City Code

Signage for an Individual Retail or Commercial Business—Building-mounted

Businesses that are NOT located in a shopping center, office center, industrial center or multitenant buildings are defined as a Individual Retail or Commercial Business. Sizes of the building-mounted signs allowed for an individual retail or commercial business are as follow:

- Signs for <u>Retail and Personal Service</u> businesses cannot exceed 1.5 square feet for each linear foot of building frontage to 150 square feet.
- All other businesses cannot exceed 1 square feet for each linear foot of building frontage to 100

Signage for an Individual Retail or Commercial Business—Ground-mounted (Requires 100 ft of Road Frontage)

Businesses that are NOT located in a shopping center, office center, industrial center or multitenant buildings are defined as a Individual Retail or Commercial Business. Placement of the ground-mounted signs allowed for an individual retail or commercial business are as follow:

<u>Located on Arterial Street (Chain Bridge Rd, Fairfax Blvd, Pt of Jermantown Rd, Main St, North St, Pickett Rd, Lee Hwy)</u>

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 50 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Located on Collector Street (Eaton Pl, George Mason Blvd, Pt of Jermantown Rd, Judicial Dr, Kenmore Dr, Layton Hall Dr, Old Lee Hwy, Old Pickett Rd, University Dr)

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 40 square feet for a Front Setback of 20 feet and Side Setback of 10 feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 35 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

<u>Located on Local Street (All other roads not listed above)</u>

- Maximum height allowed is six(6) feet.
- Signs cannot exceed 0.5 square feet for each linear foot of building frontage and Maximum size allowed is 25 square feet for a Front Setback of 10 feet and Side Setback of 10 feet.

Signage for a Service Station

Allowed: In addition to the total sign area permitted in Tables I, II & III of City code section 110-181:

- Two(2) square feet per pump to identify contents, price and related information. Must be placed on each pump.
- Four(4) square feet per pump island to identify self serve or full serve. Must be placed on the island.
- One(1) state inspection sign Maximum size of four(4) square feet.
- One(1) emission control inspection sign Maximum size of four(4) square feet.

Signage for the Old Town / Historic District

(refer to map on page 13 of this guide to determine if your business is located in the Historic District)

- All signs in this district require a certificate of approval from staff or the Board of Architectural Review.
- The maximum amount of building-mounted signage allowed is one(1) square foot for each linear foot of building frontage. Canopy (awning) signs located on the first floor of a building are not counted in this maximum. All tenants in the building SHARE this maximum Building-mounted signage.
- Logos are not allowed on canopies (awnings). Canopies (awnings) may only have the name of the building or tenant.
- Logos are allowed on Building-mounted signage.
- Signs can be placed on any wall of the building if the wall is visible from the street. If the sign is
 placed on one of these walls, the sign cannot exceed 0.5 square feet for each linear foot of building face.
- Signs must be compatible with the building's architecture.
- Wood, canopy and painted window signs are preferred.
- High gloss plastic, neon, and plastic-faced sign boxes are not permitted.
- Lettering shall not exceed 12 inches in height; however, lettering up to 14 inches in height may be permitted with Board of Architectural Review approval.
- Sign color must be compatible with the color scheme of building.
- Back-lit signs are not allowed.
- Signs may be illuminated by white light only. Light shall be unobtrusive and illuminate the sign face only.
- Purpose is to advertise the basic nature of a business such as the name, address and phone numbers of the business.
- Building-mounted signs are to be constructed as part of the building façade.
- Signs cannot obstruct, depreciate or compete with a buildings architecture.
- No sign is allowed to be located more than 3½ feet above the finished floor level of a second story.

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Applies to All Signs:

Ground-mounted signs are set back based on the type of street they are placed on (Arterial, Collector or Local).

Sign lighting cannot cause glare on any other building or land.

Signs are not allowed to be illuminated if they are located within 100 feet of an residential district.

Signs greater than 6 feet in height and located within 300 feet of a residential district cannot be illuminated between 10:00 p.m. and 6:00 a.m.



Has to be located entirely on the same lot as the business is located.

Cannot Obstruct any pathway or passageway.

Cannot be located in any Public Right-of-Way

Building-mounted signs cannot extend above building edge, canopy border or roof line.

Projecting signs cannot project more than 4 feet from building they are attached to.

Wall signs cannot extend more than 12" from the wall they are attached to.

Ground-mounted signs are only allowed on lots with at least 100 feet of road frontage unless otherwise specified by City Code

Signage for the Old Town / Historic District (cont'd) (refer to map on page 13 of this guide to determine if your business is located in the Historic District)

- The maximum square footage for a sign that projects from the building is eight(8) square feet.
- A projecting sign is allowed to project four(4) feet or 1/3 the width of a sidewalk (whichever is less) from the building it is attached to.
- A projecting sign cannot be located higher than the windowsill of a second story except when the sign is adjacent to a second story entrance.
- All building-mounted signs must be located at least eight(8) feet above the ground to give adequate clearance.
- Only one(1) permanent window sign per window is allowed.
- Window signs cannot take up more than 25% of the area of a window.
- The maximum square footage for a sign that is a freestanding hanging sign (all other types of pylon signs are NOT allowed) is eight(8) square feet. The maximum height for a sign that is a freestanding hanging sign is twelve(12) feet.
- The maximum square footage for a sign that is Ground-mounted is eight(8) square feet.
- Sandwich board (also known as A-Frame) signs are allowed. The maximum square footage for a sandwich board sign is six(6) square feet and the sign must be located on private property and not be set where the sign will obstruct the pedestrian's pathway.
- Commercial flags are allowed. The flag may have a graphic, emblem or three words or less on it only. No other information is allowed on a commercial flag. The maximum square footage for a flag is 24 square feet and is counted as part of the building-mounted signage. The device used to anchor the flag cannot project more than five(5) feet from the wall it is attached to. No part of the flag can extend above the roofline or 20 feet above grade (whichever is less). Each flag must be located at least eight(8) feet above the ground to give adequate clearance and cannot obstruct the pedestrian's pathway.

Signage for the Transition District

(refer to map on page 13 of this guide to determine if your business is located in the Transition District)

Like the Historic District, all signs in the Transition District require a certificate of approval from staff or the Board of Architectural Review. The size and placement requirements for the sign is listed in the sections of this guide labeled shopping center; office or industrial center; individual multitenant buildings on a single lot, or an individual retail or commercial business.





Signs That Are Not Allowed in the City of Fairfax

All of the sign types listed below are not allowed in the City of Fairfax:

- 1) Signs located in a manner that would constitute a hazard to the public health, safety or welfare.
- Nongovernmental signs imitating or closely resembling official traffic or government signs or signals.
- 3) Moving signs or devices intended to attract attention, all or any part of which is intended to move, including by not limited to flags (including pennants), balloons, propellers and discs except as provided for in subsections 110-186(4) and (13).
- 4) Signs displaying flashing or intermittent lights or lights changing degrees of intensity, except signs indicating the time or temperature:
- 5) Portable spotlights or beacons used as advertising to draw attention to any use.
- 6) Any illuminated tubing, exposed bulbs or strings of lights outlining property lines or open sales areas, rooflines, doors, windows or wall edges except as permitted for seasonal displays in subsection 110-178(3).
- 7) Billboards.
- Signs painted on or attached to trees, utility poles, public benches, refuse containers, parking meters, hydrants or like structures.
- Signs painted or displayed on vehicles or trailers parked in places visible from public right-ofway and used primarily for the purpose of advertising.
- 10) Portable signs, except temporary signs permitted by section 110-182.
- 11) Any commercial display of vehicles with open hoods trunks or doors; or located on a building, ramp or other elevated structure.
- 12) Sandwich board signs, except as permitted in the Old and Historic District (with Board of Architectural Review approval and permanent sign permit approval).
- 13) Pylon Signs, except freestanding handing signs allowed in the Old and Historic District (with Board of Architectural Review approval and permanent sign permit approval).
- 14) Any other sign not expressly permitted by this division.

Notices and Ticketing for Signs that are in Violation of the City of Fairfax Regulations

A sign permit is required for permanent building-mounted, ground-mounted or window signs (with the exception of signs listed in the section of this guide labeled "Signs Not Requiring a Permit"). A business that installs a sign before receiving a valid sign permit from the zoning office or installs a sign that is not allowed in the City of Fairfax can receive a notice of violation and/or tickets with civil penalties in dollar amounts up to \$500.00 or more.

Applies to All Signs:

Ground-mounted signs are set back based on the type of street they are placed on (Arterial, Collector or Local).

Sign lighting cannot cause glare on any other building or land.

Signs are not allowed to be illuminated if they are located within 100 feet of an residential district.

Signs greater than 6 feet in height and located within 300 feet of a residential district cannot be illuminated between 10:00 p.m. and 6:00 a.m.

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Has to be located entirely on the same lot as the business is located.

Cannot Obstruct any pathway or passageway.

Cannot be located in any Public Right-of-Way

Building-mounted signs cannot extend above building edge, canopy border or roof line.

Projecting signs cannot project more than 4 feet from building they are attached to.

Wall signs cannot extend more than 12" from the wall they are attached to.

Ground-mounted signs are only allowed on lots with at least 100 feet of road frontage unless otherwise specified by City Code

Legally Nonconforming Signs

A sign that has existed in accordance with all the applicable zoning regulations becomes a legally nonconforming sign if a new ordinance or amendment to the regulations is enacted and the sign is no longer able to conform fully to the new ordinance or amendment. The nonconformance begins on the date the new ordinance or amendment takes effect. Below are the conditions that apply to a nonconforming sign:

- Allowed to remain exactly as it is.
- Cannot be made larger in height, length or width. Cannot be reconstructed or altered in any form except to make the sign conform to all new regulations.
- The face of the sign can be replaced only if it's dimensions are equal to or less than the size of the existing sign face.
- General maintenance of the sign is allowed; however, any unsafe nonconforming sign must be made to conform to all new regulations.
- Cannot move the nonconforming sign. If the sign is moved it will have to conform to all new regulations.
- Cannot remove the nonconforming sign. If the sign is removed, any new sign must conform to all new regulations.
- If a sign is destroyed or damaged greater than 50% of it's estimated value it can be restored within the next two years. A restored sign is still not allowed to be made larger in any way.
- If a sign is destroyed or damaged less than 50% of the sign's estimated value, the sign cannot be restored in any manner.
- A nonconforming sign must be removed if the structure it is attached to is damaged or destroyed and the cost to repair the structure is greater than 50% of it's estimated value before the damage occurred.

"Special Exception" for a Sign

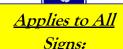
Not all signs will meet the requirements for a sign permit as outlined in this guide. Except for the signs that are not allowed in the City of Fairfax, a request for a special exception to these requirements can be made to City Council. By granting a special exception, the City Council effectively modifies the requirements as they concern your sign. If you find your sign is not able to meet the permanent signage guidelines and would like to submit an application for a special exception, please contact the zoning office at 703.385.7820 for additional information on how to apply.



Signs That Do Not Require A Permit

Not all signs require a permit in the City of Fairfax. Below are the types of signs that do not require a permit from the city in order to display the sign:

- Signs for rent, sale or lease of a residential, commercial or industrial unit as long as the sign is physically located on the property of the unit for rent, sale or lease. The sign cannot be a lighted sign. The maximum square footage for this sign is four(4) feet and if ground-mounted cannot be taller than five (5) feet. Cannot be placed closer than eight(8) feet from any public right-of-way.
- Yard sale or open house signs. Cannot be more than two(2) square feet in size. The sign cannot be a lighted sign. Has to be posted within 24 hours of the event, cannot be posted longer than three days, and has to be taken down by 9:00 p.m. of the last day of the sale or open house. These signs must have the property owner's permission if you place the sign on someone else's property. Cannot be placed in the public right-of-way.
- Directional signs such as entrance or exit signs, bathroom locations, public telephones or parking
 areas if the sign is located on the same property the signs refer to. Cannot be more than two(2)
 square feet in size. Has to be placed so it meets any requirements for parking areas.
- Flags of the United States, the Commonwealth of Virginia, the City of Fairfax, other countries and states, religious groups, civic organizations and service clubs. Cannot be more than 24 square feet in size. Cannot be more than three(3) flags located on any one lot. Each flag and pole must meet height and setback requirements for the zoning district they are located in.
- Corporate flags on a parcel of two(2) acres or more. Only allowed one(1) corporate flag on any parcel and the area of the corporate flag is deducted from the permitted area of building-mounted signage.
- Political signs that are located at a polling place for a period of 24 hours or less.
- Signs on residential structures or mailboxes that identify the name and address of the occupant. Cannot be more than one(1) square foot in size.
- Trespassing (of all categories) or warnings of dangerous animals. Cannot be more than two(2) square feet in size.
- Historical markers, monuments, memorial signs or commemorative plaques.
- Banners or nonilluminated signs posted by civic, fraternal, and charitable or public service organizations provided they shall be limited to ten(10) consecutive days' duration and six(6) events per year. Cannot be more than 32 square feet in size. Cannot be placed closer than eight(8) feet from any public right-of-way or if there is no curb, cannot be placed closer than eight(8) feet from the edge of the street.
- City Sponsored events provided they shall be limited to no more than 30 consecutive days and no
 more than 60 days within any year. Allowed in the city right-of-way ONLY with permission of
 the city manager or his/her designee. Commercial sponsors of this type of sign are allowed to
 place their name or logo on the sign as long as it does not take up more than ten(10) percent of
 the total sign area.
- Civic posters and public service announcements displayed in windows of commercial establishments
- Temporary commercial window signs in conformance with city code section 110-180(b)(1).
- Banners, flags and balloons used for <u>private</u> celebrations. Limited to three consecutive days' duration.



Ground-mounted signs are set back based on the type of street they are placed on (Arterial, Collector or Local).

Sign lighting cannot cause glare on any other building or land.

Signs are not allowed to be illuminated if they are located within 100 feet of an residential district.

Signs greater than 6 feet in height and located within 300 feet of a residential district cannot be illuminated between 10:00 p.m. and 6:00 a.m.

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Has to be located entirely on the same lot as the business is located.

Cannot Obstruct any pathway or passageway.

Cannot be located in any Public Right-of-Way

Building-mounted signs cannot extend above building edge, canopy border or roof line.

Projecting signs cannot project more than 4 feet from building they are attached to.

Wall signs cannot extend more than 12" from the wall they are attached to.

Ground-mounted signs are only allowed on lots with at least 100 feet of road frontage unless otherwise specified by City Code

Definitions of Signage

Sign: Any object used to inform, persuade, advertise or visually attract attention to an object, person, business, service, event or location by any means. The structure the sign is attached to becomes part of the sign.

Arcade Sign: A sign suspended underneath an awning, canopy, marquee, eave, archway or other structure which forms a covered walkway.

Sign Area: The entire face of the sign except for the supporting structure. For a double-faced sign that is angled at 45 degrees or less (when the sign faces are parallel) only one side of the sign face is used to calculate the sign area.

Building-mounted Sign: A sign attached to a building, including it's wall, projecting canopy (awnings) and window signs.

Business Sign: A sign meant to direct attention to the product, service or activity of the business. The sign is located on the same site as the business.

Canopy Sign: A sign painted or printed on or attached flat against a canopy or awning.

Directional Sign: A sign of a noncommercial nature used to direct traffic on private property.

Sign Face: The area of a sign used for visual communication.

Freestanding Sign: A sign supported by one or more poles or braces and set firmly in the ground or in a foundation and not attached to a building.

Ground-mounted Sign: A freestanding sign that has a ground clearance of eight inches or less and a maximum height of six(6) feet.

Hanging Sign: A sign suspended from braces, beams or other supports. May be either a freestanding or building-mounted sign.

Major Home Occupation Sign: A Sign displayed in a residential district in connection with a Home Business.

Nonconforming Sign: A lawfully existing sign that becomes nonconforming on the effective date of a new ordinance or amendment because it does not conform fully with all the standards and regulations of the new ordinance or amendment.

Portable Sign: A sign that is not permanently attached to a building or structure.

Projecting Sign: A sign that is attached vertically to the wall of a building or structure.

Pylon Sign: A freestanding sign that is mounted on one or more supports so the bottom edge of the sign has a ground clearance of more than six(6) inches.

Residential Identification Sign: A sign that displays the name or a residential subdivision, condominium or apartment complex.

Continued on next page ⇒

Definitions of Signage (cont'd)

Roof Sign: A sign erected on and supported by the roof of a building (requires a special exception).

Sandwich (A-Frame) Sign: A portable sign that is made of durable materials, has two flat faces (with or without changeable copy) and is designed to be placed on the ground. Only allowed in the Historic District with Board of Architectural Review approval.

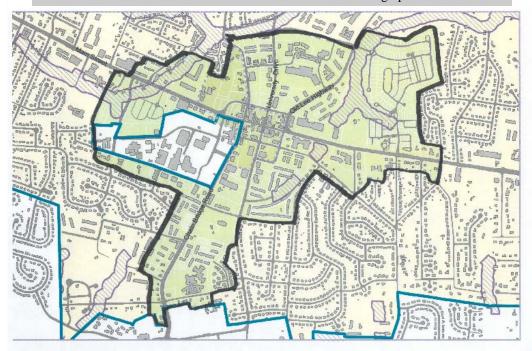
Sign Structure: Anything that is built or constructed for the purpose of supporting a sign.

Wall Sign: A sign painted on or attached parallel to the wall of a building, including any sign attached to a mansard.

Window Sign: A sign attached to or applied upon the inside or outside face of a window or door. Does not include merchandise displayed in a window and intended to be viewed from the outside.

MAP OF HISTORIC AND TRANSITION DISTRICTS

If your business is located within the heavy black lines your sign will require approval from the Board of Architectural Review Board in addition to a sign permit.



Applies to All

Signs:

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